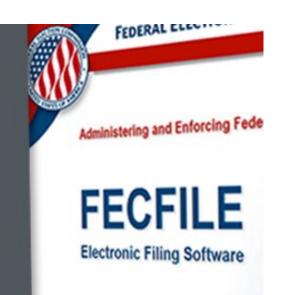


Reporting and FECFile Webinars for Candidate Committees

January 22, 2025



Federal Election Commission 2024 Year-End Reporting Webinar for Candidate Committees

January 22, 2025 (12:00 - 2:00 p.m. Eastern Time)

PART I: Reporting Basics

- Filing schedule and report deadlines
- 2024 Year-End Report
 - ♦ EXAMPLE: Post-Election Detailed Summary Page
- Filing on time
- Electronic filing
- Using best efforts for timely filing
- Best practices for filing reports

PART II: Reports Analysis Division (RAD) Review Process and Requests for Additional Information (RFAIs)

- RAD review of reports
- Categories of review
- Responding to RFAIs
- Referrals to the Audit Division,
 General Counsel and Alternative Dispute
 Resolution Offices
- Internal and fraud controls

PART III: FEC Forms and Schedules

- Candidate registration (FEC Form 2)
- Committee registration (FEC Form 1)
- Report of Receipts and Disbursements (FEC Form 3)
 - Summary / Detailed Summary pages and common itemization schedules
 - ♦ Reporting receipts
 - Making best efforts to obtain contributor information
 - ♦ How to amend report
 - Reporting disbursements
 - Purpose of disbursement

PART IV: Reporting Scenarios

- SCENARIO 1: Earmarked Contributions
- SCENARIO 2: Net Debts Outstanding
- SCENARIO 3: Terminating a Committee
- SCENARIO 4: Candidate Loans
 - Personal funds loan
 - Candidate loan forgiveness



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